Borough of Bradley Beach
Department of Community Development

<u>Residential Certificate of Occupancy Application</u>

APPLICATION MUST BE COMPLETE BEFORE AN INSPECTION WILL BE SCHEDULED
PLEASE PRINT CLEARLY

Date _____   C.O. # _____   Block_____ Lot_____

Property Address _____ Unit to be inspected _____ Number of bedrooms _____

CHECK ONE: SALE ( ) _____   RENTAL: YEARLY ( ) SEASONAL RENTAL ( ) _____
                    DATE OF CLOSING   **START AND END DATE**

Property Owner Name_____ Phone # _____

Mailing address of Owner _____

Owners Email Address _____ Number of Occupants per unit: Adults _____   Children _____

Name of Buyer or one Tenant _____ Phone # _____

Present address of Buyer or Tenant _____

Mailing address of Buyer after sale _____

Contact Person for inspection   _____ Phone # _____

Full legal names of **ALL** people to occupy unit (include date of birth (**month and year**) for **ALL** Occupants)
PLEASE PRINT CLEARLY

1. _____   2. _____

3. _____   4. _____

5. _____   6. _____

I being duly sworn according to law upon oath depose and say that the information set forth in the above application is the truth, to the best of my knowledge. This is an official document as per Borough Code 160-7 and 160-8. Misrepresentation or falsification shall be punishable by Law.

* Occupancy is not permitted until C.O. is issued. Owner/Agent and Tenant please be advised of the Property Maintenance Codes and recycling/trash ordinances. Both owner and tenant are responsible.

_____   _____
Signature of Owner or Agent   **Signature of Tenant/Buyer**

_____
OFFICE USE ONLY
Received by: _____ Date: _____ C/O Fee $_____Tourism Fee $_____

Received by: _____ Date: _____ Re-inspect Fee $_____

Open Permits [ ] _____Delinquent Taxes [ ] _____Delinquent Sewer [ ] _____